

DELAWARE HUMAN TRAFFICKING INTERAGENCY COORDINATING
COUNCIL

HTICC Minutes

Chapel, DHSS Campus, Chapel
November 14, 2018, 1:00 – 3:00 p.m.

Members Present: Leslie Brower, Carl Danberg, Jan Jurden, Randall Hughes, Chris Kervick, Abby Layton, Annamarie McDermott, Lisa Minutola, Trenee Parker, Melissa Pennachi, Debra Reed, Julie Petroff; Diana Suchodolski.

Members Absent: Diane Glenn

Agenda Item	Discussion	Responsible Parties	Action-Target Date
Council administrative support	Chair Brower introduced Diana Suchodolski as the newly-hired, part-time administrative support person for the Council's work. Members are asked to copy Diana on all communications to the Chair, including meetings information for posting to the state public meetings calendar.	All	11/14/18
Review and Approve September 6, 2018 Meeting Minutes	Quorum established. Minutes of September 6, 2018 meeting reviewed. Minutes approved unanimously with no changes or comments.	All	11/14/18
Draft Action Plan Distributed for review.	Draft of the action plan was distributed to be reviewed by members. Chair Brower explained that the content was derived from combing through the Initial Report for any actions or commitments. Brower suggested that the	All	New content to be emailed to Chair and administrative support by 12/3/18. meeting (TBD)

DELAWARE HUMAN TRAFFICKING INTERAGENCY COORDINATING COUNCIL

Agenda Item	Discussion	Responsible Parties	Action-Target Date
	document form the basis for a working strategic plan, to include timeframes and lead personnel/organizations for each item. Members were asked to a) review the content for their committee/system, b) request edits or additions, c) build out the content into more specific objectives for their committee/system and d) complete the new columns—timeframes and lead personnel/organization.		
Committee and Member/System Reports	<p>DATA COMMITTEE – C. Kervick presented report—Committee exploring models for data collection that would reflect the number of potential victims; speaking with other states/communities to understand their strategies. A.McDermott offered info about CDC’s new 16 trafficking diagnostic codes to be used to help identify victims and getting personnel trained. These are not mandatory requirements.</p> <p>TRAINING COMMITTEE – A. McDermott presented report; shared draft questionnaire on personnel training needs to be disseminated via email survey.</p>	-	-

DELAWARE HUMAN TRAFFICKING INTERAGENCY COORDINATING
COUNCIL

Agenda Item	Discussion	Responsible Parties	Action-Target Date
	<p>VICTIM SERVICES – M. Pennachi presented. Next meeting is scheduled on Dec 6, 2018, 10:00 am. During the first quarter of 2019 the Committee will sponsor a statewide roundtable for current providers, community advocates, etc. in Dover, DE</p> <p>PUBLIC AWARENESS COMMITTEE – Chair Brower distributed the written committee report on behalf of Diane Glenn (not present).</p> <p>Legislative: Judge Jurden made a motion to draft legislation based on the Initial Report Recommendations, including to seek funding for an HTICC Executive Director; Julie Petroff seconded the motion. Discussion: attorney Linda Carmichael volunteered to create an initial draft; L. Minutola volunteered to reach out to Sara Wooten to place language in proper legislative form; A. Layton will look at Polaris recommendations and will circulate her analysis by the first week of January, in</p>		

DELAWARE HUMAN TRAFFICKING INTERAGENCY COORDINATING
COUNCIL

Agenda Item	Discussion	Responsible Parties	Action-Target Date
	<p>line with feedback from Action Plan.</p> <p>All present voted to approve the motion. Motion carried.</p> <p>DoL – J.Petroff presented: work permits are being provided more conservatively. She is awaiting the mobile app being developed in Massachusetts, and will include in training pending in December. The app Geared to first responders and LE to identify labor trafficking.</p> <p>Petroff also noted that Labor Law Enforcement does not have jurisdiction over Agriculture workers due to historical laws. Will speak with Secretary of Department of Labor re implications for labor trafficking enforcement.</p> <p>Major Dan Meadows – presented current initiative of establishing a human trafficking coordinator; detectives participating in specialized human trafficking training; including trafficking in policy academy curriculum; working closely with Detective Josh Rowley.</p>		

DELAWARE HUMAN TRAFFICKING INTERAGENCY COORDINATING COUNCIL

Agenda Item	Discussion	Responsible Parties	Action-Target Date
	Chief R.Hughes – presented that 4400 officers are slated to be trained. A pilot is underway to modify the FTO (field training officer) model as a Police Training Officer (PTO) to provide more effective coaching of new officers.		
Interagency Coordination	Chair Brower reported that the Executive Committee has suggested convening committee meetings on same day and same venue as Council meetings; Council members agreed to test this approach for the February Council meeting. Diana will circulate a Doodle poll for the next Council meeting date.	Diana S.	Dec 2018
Meeting Schedule for 2018-2019	Chair Brower suggested that a standard meeting schedule be set. This will be considered at the next meeting.	Chair Vice Chair	TBD
Public Comment	One person inquired if the Council had established a mechanism for funding? Chair Brower will schedule an Exec Committee meeting to establish a budget, include trainings for judicial officers, etc; Diana will send email or Doodle poll to find a suitable date in December. Lauren Arnold – from the Division of Family Services	Diana S.	Dec 2018

DELAWARE HUMAN TRAFFICKING INTERAGENCY COORDINATING
COUNCIL

Agenda Item	Discussion	Responsible Parties	Action-Target Date
	offered thanks to Det. Josh Rowley and Maj. Dan Meadows for community activism and training, making an impact, seeing a difference in relationships.		
Next Meeting	<i>TBD—mid February</i>	-	-
Adjourn	Motion made by Chair Brower; Seconded by Judge Jurden; approved unanimously.	-	-

File: HTICC minutes 11-14-18